

BOARD OF SELECTMEN
Tuesday, November 12, 2013

A Board of Selectmen meeting was held on Tuesday, November 12, 2013 at 7pm in Conference Room A at Town Hall with five selectpersons, the Town Administrator and the Asst. to the Town Administrator.

7:00 Meeting Called to Order

Pledge of Allegiance and Moment of Silence

Approval of Minutes of October 22, 2013: Selectperson Wilkinson moved that the Board of Selectmen approve the minutes of October 22, 2013, seconded by Selectperson Murphy, Vote: 5-0.

Approval of 10/22/13
Minutes
Motion Approved

Approval of Minutes of October 23, 2013: Selectperson Sheedy moved that the Board of Selectmen approve the minutes of October 23, 2013, seconded by Selectperson Murphy, Vote: 5-0. Selectperson Wilkinson abstained as she was not present on 10/23/13.

Approval of 10/23/13
Minutes
Motion Approved

Approval of Minutes of October 29, 2013: Selectperson Murphy moved that the Board of Selectmen approve the minutes of October 29, 2013, as amended, seconded by Selectperson Sheedy, Vote: 4-0.

Approval of 10/29/13
Minutes
Motion Approved

Amendments: Page 1, under Selectmen updates, change to reflect that Selectperson Lucas attended a meeting with the consultants handling the FEMA appeal and under Liaison Assignments add that they were postponed to the next meeting so the full board could discuss.

Selectmen Updates and Liaison Reports: Selectperson Lucas and the Town Administrator spoke about the FEMA appeal meeting, two areas were determined that were technical challenges to the calculations.

Selectmen Updates and
Liaison Reports

Selectperson Lucas said J. Tierney's office is co-sponsoring a bill to delay the implementation of the new rates, it's not about the remapping it just the rate increase.

7:16 Chairperson Battistelli read the public notice published in the newspaper for the public hearing.

Utility Pole Relocation Hearing: Selectperson Lucas moved that the Board of Selectmen open a Utility Pole Relocation hearing, seconded by Selectperson Wilkinson, Vote: 4-0. Selectperson Sheedy recused herself.

Open National Grid
Utility Pole
Relocation Hearing
Motion Approved

Peter Glenn, 44 River Street in Beverly, is representing National Grid.

Kate Partridge, 1 King Street Court, said her property abuts the proposed site. She wants to be sure the light is directed away from her house because her bedroom is in the back of her house. It was explained that this public hearing is only about the relocation of the pole.

T. Arsenian, 95 Granite Street, said abutters should be notified before the electric company puts brighter lights in people's yard; he inquired if the neighbors are notified.

National Grid Utility Pole Relocation Hearing continued	DPW Director, J. Parisi, said he just received a request for a new pole by a Jerden's Lane resident, it was stated that adding street lights could be on a subsequent meeting agenda.
Close public hearing Motion Approved	Selectperson Wilkinson moved that the Selectmen close the Utility Pole Relocation Hearing; seconded by Selectperson Murphy, Vote: 4-0, Selectperson Sheedy abstained.
Grant Permission to National Grid to relocate pole Motion Approved	Selectperson Wilkinson moved that the Board grant permission to National Grid to install a pole and anchor at a new pole location at Holbrook Court and install a secondary conductor to the newly installed pole as indicated on National Grid Plan Number 15575000 dated October 8, 2013, seconded by Selectperson Murphy, Vote: 4-0, Selectperson Sheedy abstained.
Interview of James Gardner for DPW Commissioners Motion Approved	<p>Interview of James Gardner for DPW Commissioners: Selectperson Murphy moved that the Selectmen appoint James Gardner as a member of the Board of DPW Commissioners for a three and one half year term to expire on June 30, 2017, seconded by Selectperson Sheedy, Vote: 5-0.</p> <p>J. Gardner said he has been on the Commission for over three years. He said they've accomplished a lot of important initiatives; they are working on a couple of difficult and complex projects currently. The Transfer Station having Sunday hours was favorably commented on by Selectperson Murphy.</p>
Public Comment Period	Public Comment Period: T. Arsenian, 95 Granite Street, spoke about Liaison Assignments. He said with the ongoing concerns for the C. A. Tool Company, he recommends that the Board of Selectmen have a liaison with the DEP water ways. He also recommends that the Board have a liaison with the AGH/Lahey Health, Partners for AGH, and the Community Outreach Committee of the hospital.
Town Administrator's Report	<p>Town Administrator's Report:</p> <ul style="list-style-type: none"> • M. Vieira spoke about the mandatory annual ethics training; he said it is due by 12/20/13. He said there are two parts to the training; employees are allowed to do it during their work day. • The Flood map appeal has been sent in by Applied Coastal • He said that Halloween at Town Hall went well – there was a low volume for trick or treaters • He invited the board members to check out the new office configuration at Town Hall • It was stated that the hiring of the Human Resource Manager position has been postponed. Chairperson Battistelli inquired if other towns the same size of Rockport have a Human Resource Manager or Director. Selectperson Wilkinson inquired about starting with a part time person. • M. Vieira said they're looking for direction from the board on Holiday religious symbols. • The Millbrook Meadow reimbursement for \$350,000 was sent in.
Action List	7:40 Action List

Nomination of Rosemary Pillarella to the Town Art Committee: Selectperson Lucas nominated Rosemary Pillarella as a member of the Town Art Committee for a term to expire on June 30, 2014, seconded by Selectperson Murphy, no vote taken; appointment at next meeting.

Nomination of Rosemary Pillarella to Town Art Committee.
No vote taken.

Nomination of Shirley Christenson to the Cultural Council: Selectperson Wilkinson nominated Shirley Christenson as a member of the Cultural Council for a term to expire on June 30, 2016, Selectperson Sheedy seconded, no vote taken; appointment at next meeting.

Nomination of Shirley Christenson to Cultural Council.
No vote taken.

Nomination of Jill Solomon to the Rights of Way Committee: Selectperson Sheedy nominated Jill Solomon as a member of the Rights of Way Committee for a term to expire on June 30, 2015, seconded by Selectperson Murphy, no vote taken; appointment at next meeting.

Nomination of Jill Solomon to Rights of Way Committee.
No vote taken.

Flag Protocols Policy: Selectperson Murphy moved that the Selectmen adopt the Flag Protocols Policy dated November 12, 2013 policy #20-12, Selectperson Sheedy seconded, Vote: 5-0.

Flag Protocols Policy.
Motion Approved.

Request for Real Estate Sign on Town Property: Selectperson Lucas moved that the Selectmen approve the placement of a "For Sale" sign on Town property at the corner of Thatcher Road and Glenmere Road, seconded by Selectperson Wilkinson, Vote: 5-0. Selectperson Wilkinson recommended sending letters to all realtors, reminding them that they should be coming before the board for approval of any signs. T. Arsenian inquired about open houses for Realtors when their signs block sidewalks.

Request for Real Estate Sign on Town Property.
Motion Approved.

FY15 Budget Guidelines: Selectperson Wilkinson moved that the Selectmen adopt the FY15 budget guidelines as recommended by the Town Administrator, seconded by Selectperson Murphy, Vote: 5-0.

Adoption of FY 15 Budget Guidelines.
Motion Approved.

Millbrook Meadow and Mill Pond Restoration Agreement: Selectperson Sheedy moved that the Selectmen approve and sign an agreement with Milone and MacBroom, Inc., of One Financial Plaza, 1350 Main Street, Suite 1012, Springfield, Massachusetts for engineering services to provide site analysis, feasibility studies, and schematic design alternatives for the planning phase of the Millbrook Meadow and Mill Pond Restoration project for a price not to exceed \$119,995.00, seconded by Selectperson Murphy, Vote: 5-0. John Sparks was presenting. Chairperson Battistelli questioned that when this is done is the restoration project in a better position to apply for grants. J. Sparks said yes this firm has experience in grant writing and they know the most likely sources. T. Arsenian, 95 Granite St., inquired about sediments in the Mill Pond. He also asked if Town Counsel is aware of this. J. Sparks said that is why a design team is vital in this area. They will assist with what we can and can't do. T. Arsenian said like the Gift House, if the sediments are tested and they're contaminated, we can't turn our backs. He recommended checking with Town Counsel before the sediment is tested to know what the town's legal obligations will be based on the results.

Millbrook Meadow and Mill Pond Restoration Agreement.
Motion Approved.

Lease for 70 Long Beach: Selectperson Murphy moved that the Board of Selectmen approve and sign a lease for 70 Long Beach with Martin and Carolyn Tucker to reflect a transfer of ownership, seconded by Selectperson Sheedy, Vote: 5-0.

Lease for 70 Long Beach.
Motion Approved.

Brackett's Ocean View Off-Season Event: Selectperson Lucas moved that the Board of Selectmen approve a request for Brackett's Ocean View Restaurant to hold an off-

Brackett's Ocean View Off-Season event
Motion Approved.

8:00 Selectmen Briefing

Selectmen Briefing

Rockport Housing
Partnership

Rockport Housing Partnership: Kathleen Claypool and Armand Aparo presenting. They're looking for a town committee to interface with for better communication, and a smooth operation for approaching CPC for funding; February is the deadline for CPC. If an interesting piece of property comes up they should be able to move quickly on it. He'd like the committee to be under the supervision of the Board of Selectmen. A. Aparo stated that they are an independent 501(c) 3. They'd like to engage with the town and the Board of Selectmen. He said there are four individuals on the partnership, Linda Sanders, Bob Visnick, Kathleen Claypool and Armand Aparo. The goal is to secure affordable housing, the state would like 10% affordable housing in town; Rockport is a little higher than 3% right now. When purchasing property, there's a 30 year deed restriction and then they get it to individuals who meet the criteria. T. Arsenian, 95 Granite Street, said he is in favor of the committee, but disagrees with the 30 year requirement. L. Sanders said the Partnership is not here tonight looking for money. K. Claypool said that Gloucester has a grant program where individuals that can't afford the down payment and the closing costs apply to receive the \$10,000 to cover these costs. L. Sanders said there are housing trusts that could be set up and town owned property that could be donated.

8:15 Discussion Items:

Discussion Items:

Winter Parking Ban

Winter Parking Ban: Selectperson Murphy said he is abandoning this because no one else supports any changes to the parking ban. The Town Administrator said the town needs a system that meets everyone's needs. The Town Administrator said we should use technology and not abandon this.

Selectmen Liaison
Assignments

Selectmen Liaison Assignments:

A. Finance and Administration

**Finance Committee:	Erin Battistelli
Assessors:	Erin Battistelli
Town Accountant:	Erin Battistelli
Treasurer/Collector:	Erin Battistelli
Information Systems & Technologies:	Erin Battistelli

**Schools: Paul Murphy

* Moderator:	Board of Selectmen Chair
* Legal:	Board of Selectmen Chair
* Town Government By-Law Committee:	Board of Selectmen Chair
* Town Clerk, Elections & Registration:	Board of Selectmen Chair
* Personnel Board:	Board of Selectmen Chair

B. Public Safety

Police:	Paul Murphy
Fire:	Paul Murphy
Ambulance:	Paul Murphy
Forest Fire:	Paul Murphy
Building Inspector:	Paul Murphy
Dog Officer(s):	Paul Murphy
Animal Inspector:	Paul Murphy

Harbormasters/Shellfish:
Harbor Advisory Committee:
Parking Clerk:
* Emergency Management:

Paul Murphy
Paul Murphy
Paul Murphy
Board of Selectmen Chair

Discussion Items

Selectmen Liaison
Assignments

C. Land, Buildings & Natural Resources

Conservation Commission: Mina Sheedy
**Planning Board: Mina Sheedy
Zoning Board of Appeals: Mina Sheedy
Zoning Enforcement Officer (See Building Inspector)
**Department of Public Works: Sarah Wilkinson
Rights of Way Committee: Mina Sheedy
Economic Development Committee: Mina Sheedy

continued

D. Human Services, Culture & Recreation

Council on Aging: Eliza Lucas
Veterans' Services: Eliza Lucas
Millbrook Meadow Committee: Eliza Lucas
Board of Health: Eliza Lucas
Board of Library Trustees: Eliza Lucas
Historic District/Historical Commission: Eliza Lucas
Beautification Committee: Eliza Lucas
Rockport Housing Partnership: Eliza Lucas
Recreation (& Youth) Commission: Eliza Lucas
Old Firehouse Trust: Eliza Lucas
Community Preservation Committee: Eliza Lucas
Cultural District: Eliza Lucas

** Two delegates needed for regular meetings of the Capital Improvement Planning Committee from Labor Day on to prepare for Spring Town Meeting, 1) Erin Battistelli, 2) Eliza Lucas

* Board of Selectmen Chairperson will cover

** Assignments with significant meeting/coordination time needed. Each Selectperson will need to assume one of the ** assignments and in some cases two ** assignments.

Other Business/Announcements: This year's holiday party is scheduled for Thursday, 12/12/13, from 4pm to 6pm at Town Hall.

8:45 Selectperson Murphy moved to adjourn, seconded by Selectperson Sheedy,
Vote: 5-0.

Warrant signed:

Warrant signed for the Fiscal Year 2013 Payroll and Expenses for the week of 11/15/13 in the amounts of \$528,806.28 and \$592,059.51 respectively.

Items Signed:

Engineering Services, Milone and MacBroom, Inc.
Millbrook Meadow and Mill Pond Restoration
Lease 70 Long Beach, Martin and Carolyn Tucker, #70
National Grid – pole installation